



**Carver County Board of Commissioners  
April 19, 2022  
Board Meeting**

The County Board Room is open to the public.

Individuals who are not able to attend in person and wish to provide public comments can do so by email at [admin-contact@co.carver.mn.us](mailto:admin-contact@co.carver.mn.us) or by leaving a voicemail at (952) 361-1516. Public comments received in writing such as those received by e-mail will be summarized during the meeting and posted on the County website at <https://www.co.carver.mn.us/government/county-board-of-commissioners/county-board-meetings-and-agendas> following the meeting. Voicemail public comments will be played during the meeting. If you would like to join the Regular Session videoconference please send an e-mail, no later than noon on the Monday prior to the scheduled meeting date, to Carver County Administration at [admin-contact@co.carver.mn.us](mailto:admin-contact@co.carver.mn.us) to receive a WebEx invitation.

Public comments that relate to an item on the agenda will be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.

The Regular Session portion of the meeting will be webcast live at: <https://www.youtube.com/user/CarverCountyMN/live>

- |           |   |
|-----------|---|
| 9:00 a.m. | <ol style="list-style-type: none"> <li>1. <ol style="list-style-type: none"> <li>a) <b>CONVENE</b></li> <li>b) <b>Pledge of allegiance</b></li> <li>c) <b>Public comments submitted via email/voice mail</b></li> </ol> </li> <li>2. Agenda review and adoption</li> <li>3. Approve minutes of April 12, 2022, Regular Session..... 1-5</li> <li>4. Community Announcements</li> </ol>  |
| 9:20 a.m. | <ol style="list-style-type: none"> <li>5. <b>CONSENT AGENDA</b> <ol style="list-style-type: none"> <li><i>Communities: Create and maintain safe, healthy, and livable communities</i></li> <li>5.1 Jail Security Upgrade..... 6</li> <li>5.2 Acceptance of Donations to Carver County Drug Treatment Court..... 7</li> <li><i>Connections: Develop strong public partnerships and connect people to services and information</i></li> <li>5.3 Charitable Gambling Application for Exempt Permit-Augusta Ball Club Inc..... 8</li> </ol> </li> </ol> |

- 5.4 Application for a 1 Day to 4 Day Temporary On-Sale Liquor License for Augusta Ball Club, Chaska ..... 9
- 5.5 State of Minnesota - Master Partnership Agreement #1050133..... 10-12

*Culture: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government*

- 5.6 Veteran Services Staffing FTE Adjustment ..... 13-14
- 5.7 IT Policy Manual Updates ..... 15

*Finances: Improve the County's financial health and economic profile*

- 58 Letters to Support State Bonding for Highway 5 and County Road 18 (82nd St)..... 16-18
- 5.9 Review Health & Human Services and Commissioner Warrants..... NO ATT

9:20 a.m. **6. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government**

- 6.1 Public Hearing for the 2022 Redistricting of Carver County Commissioner Districts ..... 19-21
- 6.2 2022 Personnel Policy Manual and Health & Safety Policy Manual Updates ..... 22-24

10:20 a.m. **7. COMMUNITIES: Create and maintain safe, healthy, and livable communities**

- 7.1 Settlement Agreements for Right of Way Acquisition for the Highway 24 Project ..... 25-30

10:30 a.m. **8. County Administrator Report**

1035 a.m. **ADJOURN REGULAR SESSION**

**WORK SESSION**

10:35 a.m. **A. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government**

- 1. Reorganization in Public Works ..... 31

11:00 a.m. **B. FINANCES: Improve the County's financial health and economic profile**

- 1. County Fleet and Mileage ..... 32

David Hemze  
County Administrator

**UPCOMING MEETINGS**

- |                |   |
|----------------|---|
| April 26, 2022 | 9:00 a.m. Board Meeting   |
| May 3, 2022    | 9:00 a.m. Board Meeting   |
| May 10, 2022   | 7:30 a.m. Joint County Ditch Board Meetings                         |
| May 17, 2022   | 9:00 a.m. County Board/Division Director Strategic Planning Meeting |
| May 24, 2022   | 9:00 a.m. Work Session  |
| May 31, 2022   | No Meeting  |

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on April 12, 2022. Chair Gayle Degler convened the session at 9:00 a.m.

Members present: Gayle Degler, Chair, John P. Fahey, Vice Chair, Tim Lynch, Matt Udermann and Tom Workman.

Members absent: None.

Under public comments, Karen Johnson Leuthner, 15735 38<sup>th</sup> Street, Mayer, shared a “never give up” plaque had been given to her by a friend that passed away due to cancer. She stated this friend attended meetings related to the Hollywood Township Tower and no one listened. She pointed out a number of unsolved police reports and believed residents were not treated fairly.

Nick Shultz, Cologne, referenced a neighbor’s CUP that was approved and raised his concerns related to the neighbor’s lights that were being kept on 24/7. He suggested a motion detector should be installed and a shared fence be erected.

The following amendments were made to the agenda:

Delete 6.2 - Community Development Agency Appointment

Add 6.0 – Legislative Update from Representative Nash

Workman moved, Lynch seconded, to approve the agenda as amended. Motion carried unanimous

Udermann moved, Fahey seconded, to approve the minutes of the March 15, 2022, Regular Session. Motion carried unanimously.

Lynch moved, Workman seconded, to approve the following consent agenda items:

Approved Maintenance Access Agreement, Trail Easement and Drainage and Utility Easement with the City of Watertown for the Watertown Wetland Restoration Project and authorized the Chair and Administrator to execute these documents, pending finalization of the contract review process.

Authorized the Chair to sign the 2021 County Feedlot Officer Annual Report and approve submittal of the report to the Minnesota Pollution Control Agency.

Authorized the Chair and Administrator to sign and accept the grant agreement for the 2021 Emergency Management Performance Grant.

Approved Waste Pesticide Collection Agreement renewal with the MDA and delegated the Assistant County Administrator the authority to sign the renewal on behalf of the County.

Approved professional services agreement with KAMCO, Inc., for \$86,684 for crack sealing services for 2022.

Approved the professional service agreement with The Humanity Alliance in the amount of \$88,792 using previously approved BSA funds.

Authorize the Chair and Administrator to sign a supplement to a settlement agreement on Parcel #04.03400400 warranting the cost of replacing a tree if it should die within five years beginning on January 1, 2022, up to \$2,500.

Approved the 2022 AIS plan, budget and submittal to the MN DNR and authorized Chair to sign the watercraft inspection partnership agreement with the City of Chanhassen pending completion of the contract review.

Approved Parks acceptance of cash donations totaling \$2,630 for Coney Island of Waconia Regional Park and related Parks budget amendment.

Approved a joint powers agreement with Scott County and the cities of Burnsville, Shakopee, Apple Valley, Eagan and White Bear Lake.

Approved Proclamation declaring April National County Government Month in Carver County.

Resolution #26-22, Farmers Road Roadway Dedication.

Issued a charitable gambling license to the Ridgeview Foundation for a raffle to be held on June 20, 2022.

Issued a charitable gambling license to Zoar United Church of Christ for a raffle to be held on October 9, 2022.

Approved charitable gambling application for Watertown Rod and Gun Club to conduct a raffle on August 21, 2022.

Approved memorandum of understanding with the Carver County Community Development Agency for the purchase and conveyance of PID 650070700, pending finalization of the contract review process.

Authorized HH&S acceptance of donation to Encore Adult Day Care Services.

Approved the elimination of a 1.0 FTE Lead Environmentalist (C43) position and the creation of 1.0 FTE Senior Environmentalist (C42) position.

Adopted 2022 updates and revisions to the Carver County Highway Sign Policy.

Adopted Findings of Fact and issued Order #PZ20220009 for the issuance of a Conditional Use Permit, Roger Falkenstein, San Francisco Township.

Resolution #27-22, Supporting the Extension of Subdivision Authority to the City of Waconia for a Portion of Laketown Township.

Approved letters of support for grant applications for Highway 5 reconstruction in Waconia and Bridge #27542 on Pioneer Trail on the Hennepin County border through the 2022 Regional Solicitation process.

Professional services agreement with Primacy Strategy Group for \$40,000 for Federal Government Relations Strategy services, pending finalization of the contract review process.

Reviewed March 22, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$578,195.96; reviewed March 29, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$ 233,828.79; reviewed April 5, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$ \$399,442.40 and reviewed April 12, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$ 317,175.35.

Motion carried unanimously.

Representative Jim Nash appeared before the Board for a legislative update. He pointed out the large surplus would be occupying a large part of their time at the Capitol and what they going to do with it. He believed the surplus was a result of over taxation. He reviewed a number of projects they are trying to get through the process for cities throughout the County. He indicated these were critical infrastructure projects and something that needs to get done. Nash stated he took his role seriously and made himself available when State offices were closed. He recognized how the State was handling crime was an issue and the legislature should deal with the lack of police. Nash acknowledged there were a number of bonding requests coming in and stressed the need for students to also consider the trades as an option to college.

He stated, as a result of redistricting, his district pushed to the east but considers the needs of all people of the County and was happy to help. Nash encouraged residents to show up at the Capital to make sure their voices are heard.

The Board concurred Representative Nash has been very accessible and thanked him for his work on Highway 5 and 212.

Dave Hemze, County Administrator, explained the County and the cities of Chaka and Chanhassen contracted for a Dispatch Center study and Bruce Moeller, with Fitch & Associates, would be presenting their findings.

Moeller explained his background and experience. He reviewed an executive summary of his findings. He identified his recommendations in the areas of operational, technology and policy and budget. Moeller noted the current system performs well overall and the Dispatch Center makes use of current technologies. He indicated, from a system wide perspective, the use of a single Dispatch Center is best practice, but challenges remain taking a regional perspective while at the same time addressing the needs of individual governments.

Hemze requested the Board adopt a Resolution to create a Public Safety Communications Advisory Board that provides cities a format to advise and assist the Sheriff on policy level matters related to the Dispatch Center.

Sheriff Kamerud stated governance was an important issue and recognized it would be helpful to have another layer when there are competing agencies.

Lynch offered the following Resolution, seconded by Udermann:

Resolution #28 -22  
Carver County Public Safety Communications Advisory Board

On vote taken, all voted aye.

Richard Scott, Public Health, requested the Board proclaim April 4-10 as Public Health Week. He stated the theme for this year was “Public Health is Where You Are” and noted the Community Health Team’s vision that acknowledges the importance of Public Health to promote and protect the health of all in Carver County.

Workman offered the following Resolution, seconded by Udermann:

Resolution #29-30  
Proclaiming the Week of April 4-10, 22, as  
National Public Health Week.

On vote taken, all voted aye.

Patrick Lambert, Public Works, requested the Board approve settlement agreements for right of way acquisition needed for Highway 24 project.

Fahey offered the following Resolution, seconded by Workman:

Resolution #30-22  
Authorizing Settlement of Compensation to Owners for Acquisition of  
Real Property Interested Needed for Highway 24 Project

On vote taken, Degler, Fahey, Udermann, Workman voted aye. Lynch abstained.

Jason Mielke, Land Management, appeared before the Board to request approval of a conditional use permit for CEF Watertown Community Solar LLC for a large solar energy system. He stated the applicant has a lease agreement with the current property owner and the project was located in Section 3 of Watertown Township. He explained the Planning Commission voted to approve the request on a 5-1 vote. He indicated the site was all non-tillable acreage and would have to meet WMO requirements. Mielke explained the request did meet the zoning code standards and at the public hearing there was both opposition and support for the request. He stated the Watertown Township Board recommended denial of the request based on neighborhood concerns and landowner not living on property.

Fahey noted the request was discussed at length at the Planning Commission and the County’s guidelines were reviewed.

Fahey moved, Udermann seconded, to adopt the Findings of Fact and issue Order #PZ20220008 for the approval of the Conditional Use Permit, CEF Watertown Community Solar, LLC. Motion carried unanimously.

Jason Kamerud, Sheriff, requested the Board approve and authorize recognition proclamations. He highlighted the work performed to recognize these professionals.

Workman moved, Lynch seconded, to proclaim April 10-16, 2022, National Public Safety Telecommunicators Week; proclaim April 27, 2022, as National Administrative Professionals Day; May 1-7, 2022, proclaim National Correctional Officers Week; proclaim May 6, 2022, National Nurses Day; and proclaim May 15-21, 2022, as National Police Week and May 15, 2022, as National Peace Officers Memorial Day. Motion carried unanimously.

Lynch moved, Udermann seconded to adjourn as the County Board and convene as the Carver County Regional Rail Authority. Motion carried unanimously

Martin Walsh, Parks Director, requested the Rail Authority approve an agreement for use of the Rail property for TH 41 and CSAH 61 improvements. He explained the Union Pacific abandoned railroad lines were acquired with certain conditions running with the land. He indicated the County and the City of Chaska have been working on road improvements and the improvements are consistent with the draft of the SWRT/MN River Bluffs master plans. Walsh highlighted a map of the proposed pedestrian/bicycle underpass and trail. He stated the City was responsible for the projects and costs and this does not remove the Rail Authority's oversight.

Udermann moved, Workman seconded, to approve an agreement with the City of Chaska for use of Carver County Regional Rail Authority property to construct an underpass, trail, retaining wall, sidewalk and related appurtenances upon completion of the contract review process. Motion carried unanimously.

Jacob Sandvig, Parks Supervisor, requested the Rail Authority approve a contract for the Lake Waconia North Shore Stabilization project. He reviewed the location of the project and concerns with erosion, stormwater runoff and excess foot traffic from the trail down to shoreline. Sandvig identified the work to be completed and project benefits.

Fahey moved, Lynch seconded, to contract with Schneider Excavating & Grading, Inc., pending finalization of the contract review process. Motion carried unanimously,

Martin Walsh, Parks, requested the Rail Authority approve letters of support for grant funds for trail projects on rail property. He explained the projects would be submitted in the bicycle and pedestrian facilities category for the Minnesota River Bluffs Regional Trail and Merriam Junction Trail.

Lynch moved, Workman seconded, to approve letters of support for the Minnesota River Bluffs Regional Trail and the Merriam Junction Trail. Motion carried unanimously.

Lynch moved, Udermann seconded, to adjourn the Carver County Regional Rail Authority at 11:38 a.m. and go into a work session related to redistricting. Motion carried unanimously.

David Hemze  
County Administrator

(These proceedings contain summaries of resolutions/claims reviewed. The full text of the resolutions and claims reviewed are available for public inspection in the office of the county administrator.)`

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Jail Security Upgrade**

Primary Originating Division/Dept: Sheriff - Jail Services

Meeting Date: 4/19/2022

Contact: Ben Beyer Title: Asst Jail Administrator

Item Type:  
Consent

Amount of Time Requested: minutes  
Presenter: Title: County Sheriff

Attachments:  Yes  No

Strategic Initiative:  
Communities: Create and maintain safe, healthy, and livable communities

**BACKGROUND/JUSTIFICATION:**

A \$200,000+/- Jail Security system upgrade is included in the County's Building & Misc. Capital Improvement Plan for 2023. Upon further review, the Sheriff is now recommending that this project be completed in 2022 because the current security system technology is end of life, making repairs difficult after a recent failure. Repairs were completed and the system is operational at this time. The security door control system is intergrated with the intercoms and camera systems. The Sheriff recommends replacment of the security door controller, analog intercom systems, and adding additional cameras to cover blindspots and increase safety/security within the jail. The total project cost is estimated to be \$315,000. David Frischmon, Financial Services Divsion Director, has informed Sheriff Kamerud there are sufficient funds available in the YES account to cover completion of the project in 2022 instead of waiting until 2023. If approved, the CIP funding scheduled for this project in 2023 would be deleted as no longer needed.

**ACTION REQUESTED:**

Motion to approve \$315,000 from the Year-End Savings ("YES") Account to upgrade the Jail's Security system.

**FISCAL IMPACT:** Budget amendment request form  
If "Other", specify:

**FUNDING**  
County Dollars = \$315,000.00

**FTE IMPACT:** None

**Total** \$315,000.00

Insert additional funding source

**Related Financial/FTE Comments:**

The YES Savings Account 12/31/21 balance prior to completion of the 2021 Audit = \$5M

Office use only:

RBA 2022 - 8270



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Acceptance of Donations to Carver County Drug Treatment Court**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Periodically, Carver County treatment courts receive donations from various individuals and groups in support of our services to Drug Court and Veterans' Court participants and their progress. Donations are typically used to purchase incentives, fund pro-social activities, and provide refreshments for graduation ceremonies.

Below are recent donations made to Carver County Drug Treatment Court (CCDTC):

Chaska Lions 11/16/21- \$100

Dunn Bros Coffee 11/16/21- \$100

Anonymous Donor 3/14/22- \$200 total (\$10 Kwik Trip gift cards X 20)

**ACTION REQUESTED:**

Motion to approve donations made to Carver County Drug Treatment Court

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =  **\$0.00**

**FTE IMPACT:**

**Total**  **\$0.00**

Insert additional funding source

**Related Financial/FTE Comments:**

The donations above are submitted to the State of MN but are used to enhance our local treatment courts. The required state donation forms have already been submitted.

*Office use only:*

RBA 2022 - 8318

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
Charitable Gambling Application for Exempt Permit-Augusta Ball Club Inc

Primary Originating Division/Dept: <input type="text" value="Property &amp; Financial Services"/>	Meeting Date: <input type="text" value="4/19/2022"/>
Contact: <input type="text" value="Brenda Jurek"/> Title: <input type="text" value="Elections and Licensing Speciali:"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**  
 A Charitable Gambling application for Exempt Permit was received from the Augusta Ball Club Inc. They plan to hold a raffle on October 1, 2022 at the ballpark located at 5950 Hampshire Rd, Chaska, MN 55318. This applicant has received this same type of license previously.

**ACTION REQUESTED:**  
 Approval to issue a Charitable Gambling License to the Augusta Ball Club Inc for a raffle to be held on October 1, 2022.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <p><i>If "Other", specify:</i> <input type="text"/></p>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <input type="text" value="\$0.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*  
 RBA 2022 - 8314

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for a 1 Day to 4 Day Temporary On-Sale Liquor License for Augusta Ball Club, Chaska**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Augusta Ball Club, 5950 Hampshire Rd, Chaska has applied for a 1 Day to 4 Day Temporary On-Sale Liquor License for events to be held on June 3-5, 2022 and October 21, 2022. These are for events they hold annually. The events will be held at the meeting house and pavilion. The officers are Chris Huffman (President); Bill Boecker (Vice-President); Trudy Vogel (Secretary); Julie Eiden (Treasurer). There are no delinquent taxes on this property.

**ACTION REQUESTED:**

Motion to approve the 1 Day to 4 Day Temporary On-Sale Liquor License application for Augusta Ball Club, Chaska for an event to be held on June 3-5, 2022 and for an event to be held October 21, 2022.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**  **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2022 - 8315

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**State of Minnesota - Master Partnership Agreement #1050133**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Carver County and MnDOT provide technical assistance to each other in the maintenance and construction of highway projects in Carver County. In most cases, the assistance provided by MnDOT is for material testing. This agreement establishes a partnership between Carver County and MnDOT that allows the agencies to provide the requested services to each other. The current 5 year agreement between MnDOT and Carver County expires on June 30, 2022.

**ACTION REQUESTED:**

Adopt a resolution to approve Master Partnership Agreement #1050133 with the State of Minnesota and authorize the signing of the agreement, subject to review by the County Attorney and Risk Management.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**  \$0.00

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2022 - 8321

**BOARD OF COUNTY COMMISSIONERS  
CARVER COUNTY, MINNESOTA**

Date: April 19, 2022

Resolution No: \_\_\_\_\_

Motion by Commissioner: \_\_\_\_\_

Seconded by Commissioner: \_\_\_\_\_

**MASTER PARTNERSHIP CONTRACT 1050133  
BETWEEN  
STATE OF MINNESOTA AND COUNTY OF CARVER**

Whereas, The Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

Whereas, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

Whereas: the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration and have determined that having the ability to write "work orders" against a master contract would provide the greatest speed and flexibility in responding to identified needs.

Therefore, be it resolved:

1. That the County of Carver enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Carver County Board of Commissioners.
2. That the proper County of Carver officers are authorized to execute such contract, and any amendments thereto.
3. That the County of Carver Engineer is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the County of Carver Engineer may execute such work order contracts on behalf of the County of Carver without further approval by this Carver County Board of Commissioners.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 19<sup>th</sup> day of April, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 19<sup>th</sup> day of April, 2022.

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Dave Hemze

County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Veteran Services Staffing FTE Adjustment**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

The Carver County Veteran Services Transportation Program provides an important service to county veterans and their families. At no charge to the rider, we transport veterans to their VA appointments (Minneapolis VA Medical Center on Monday to Thursday non-holidays; Shakopee Community Based Outreach Clinic on Wednesdays). Historically, the county has paid multiple drivers (as many as four at a time) to provide this safe, curb to curb service. We currently have two 0.6 FTE drivers and a STOC driver that serves as a backup. After analyzing our operations and considering courses of action, we recommend eliminating one of the 0.6 FTE driver positions and increase the remaining 0.6 FTE driver position to a 0.8 FTE. This allows for more consistency in driving experience for our riders, mitigates communication errors experienced in the past with multiple drivers and solidifies the scheduling process making it much easier to execute daily and weekly plans for transportation. The timing for this move is advantageous, as one of our current 0.6 FTE drivers has recently retired, making that position vacant. We do not anticipate shortcomings with the revamped delivery model. Our office has a STOC driver on staff who is able to fill in for the 0.8 FTE Veterans Transportation Driver, as needed.

The change results in a cost savings of \$2,742. We are requesting that the savings be moved to the department's Seasonal, Temporary, On-Call (STOC) budget to assist with answering phones, data entry and other administrative tasks.

**ACTION REQUESTED:**

Approve the elimination of a 0.60 FTE Veteran Transportation Driver and the increase of remaining 0.60 FTE driver to a 0.80 FTE driver. Transfer budget savings to the department's existing STOC budget.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

<b>County Dollars =</b>	<b>(\$66,069.00)</b>
New Position	\$63,327.00
STOC	\$2,742.00
<b>Total</b>	<b>\$0.00</b>

Insert additional funding source

**FTE IMPACT:**

**Related Financial/FTE Comments:**

The proposed change will result in savings of at least \$2,742 per year. It is requested that these funds be moved to the department's STOC budget.

Office use only:

RBA 2022 - 8285

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Veteran Services Staffing FTE Adjustment

Department: Public Services - Veterans

Meeting Date: 4/19/2022

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By: Dan Tengwall

DEBIT		
Description of Accounts	Acct #	Amount
Salaries and Wages - Full time	01-120.6111	\$63,327.00
Salaries - STOC	01-120.6119	\$2,742.00
<b>TOTAL</b>		<b>\$66,069.00</b>

CREDIT		
Description of Accounts	Acct #	Amount
Salaries and Wages - Part Time	01-120.6112	\$66,069.00
<b>TOTAL</b>		<b>\$66,069.00</b>

Reason for Request:

Adjustments to the Veterans Services budget for proposed staffing changes.



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**IT Policy Manual Updates**

Primary Originating Division/Dept: <input type="text" value="Public Services - IT"/>	Meeting Date: <input type="text" value="4/19/2022"/>
Contact: <input type="text" value="Peter Henschel"/> Title: <input type="text" value="Chief Information Officer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

The Information Technology Department (IT) is recommending updating and adding policy language to standardize IT operations, implement best practices, clarify current language, and tighten compliance.

IT is recommending removing the current Computer Hardware, Software, Telecommunications and Mobile

Communication policy and creating three new policies:

- IT Acceptable Use – The purpose of this policy is to provide employees with clear guidance on the appropriate, safe, and legal way in which they can make use of information and IT equipment in Carver County. Staff need to be aware of the compliance required within this policy and Carver County's commitment toward information handling within the organizational and the technical measures taken to safeguard its data.
- IT Equipment - This policy has been designed to inform end users on best practices and policies to protect company-owned equipment and sensitive data stored on the equipment.
- IT Software - This policy ensures that all software installed or Software as a Solution (SaaS) accessed on Carver County IT equipment or systems is compatible with the County's IT environment, meets security requirements, is licensed, and is used for Carver County business purposes only.

IT is recommending changes to the following policies:

- Cybersecurity – Changes reflect in strengthening policy around the shifting landscape of cybersecurity, including how security incidents are handled, remote access, unauthorized devices, disaster recovery/business continuity planning and end-user education.
- Electronic Mailbox Management – minor change to support the County's move to email management in Microsoft's Cloud.

IT is recommending a new policy for IT Vendor Management due to the specialized expertise needed to design, implement and service new technologies, Carver County utilizes third-party products and services to support our mission and goals. Third-party relationships carry inherent and residual risks that must be considered as part of our due diligence in vendor assessment. The Vendor Management policy contains the requirements for how Carver County will conduct our third-party information security due diligence.

All policy changes and additions have gone through staff review.

**ACTION REQUESTED:**

Motion to approve updates and additions to the IT section of the Administrative Policy Manual.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <p><i>If "Other", specify:</i> <input type="text"/></p>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <input type="text" value="\$0.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

**Related Financial/FTE Comments:**

The policy updates do not have a direct impact on staffing or the budget.

*Office use only:*

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Letters to Support State Bonding for Highway 5 and County Road 18 (82nd St)**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Carver County has submitted state bonding requests for Highway 5 Mobility and Causeway Bridge Project and the Highway 18 Community Connection Project. Both projects have legislative bills and could be considered for funding by the Capital Investment Committees in the House and Senate. The state bonding process will take focus towards the end of April and into May and additional outreach to members of the committees is recommended. Staff has prepared letters to the committee members to support funding for Highway 5 at \$20 million in Trunk Highway Bonds and \$10 million for County Road 18 in General Obligation Bonds.

**ACTION REQUESTED:**

Motion to approve submitting letters to request support for state bonding for Highway 5 and County Road 18 and authorize the Chair of the County Board to sign the letters.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**  **\$0.00**

Insert additional funding source

**Related Financial/FTE Comments:**

Public Works has identified matching funds for these projects should they be funded by the legislature.

*Office use only:*

RBA 2022 - 8324



**Office of County Commissioners**  
Carver County Government Center  
Human Services Building  
602 East Fourth Street  
Chaska, MN 55318-1202  
Phone: 952 361-1510  
Fax: 952 361-1581

April 19, 2022

TO: Members of the Capital Investment Committee

RE: SF3918/HF4171 and SF3919/HF4170

Dear Legislator:

Please support legislation that provides a \$20 million grant to Carver County for important safety and mobility improvements to Trunk Highway 5.

Carver County and local partners recently completed the Arboretum Area Transportation Plan which identifies the Highway 5 Mobility and Lake Minnewashta Causeway Bridge Project as part of the long-range vision for planning for significant growth within the Twin Cities Metropolitan Area.

Highway 5 provides access to the Minnesota Landscape Arboretum - a nationwide destination for 500,000 annual visitors with growth plans expected to attract an additional 100,000 visitors per year. In addition, Highway 5 serves as a major freight and commuter corridor. The Highway 5 Mobility and Lake Minnewashta Causeway Bridge Project allows the Arboretum and the Cities of Chanhassen, Chaska, Victoria, and Carver County to realize their full growth potential for jobs and housing.

The project will include roadway expansion to 4 lanes from Minnewashta Parkway to State Highway 41 in Chanhassen, a 1,900 ft long bridge to elevate the roadway and reconnect Lake Minnewashta as well as bicycle and pedestrian connections to the regional trail system and the Arboretum.

Today, Highway 5 is traveled by 27,000 vehicles (800 heavy commercial) a day, experienced 87 crashes from 2014-2018 (3x state average) and will see 180,000+ hours/year peak period delay by 2040 without improvements. There are often 2-mile backups on Highway 5 in this area due to congestion. The project will reduce delays and improve safety in this heavily traveled and important corridor for the region.

Please support legislation (SF3918/HF4170) which provides \$20 million for a grant to Carver County to complete the engineering design, right-of-way acquisition, and construction of improvements to Trunk Highway 5 from Minnewashta Parkway to Trunk Highway 41 in the City of Chanhassen. The total project cost is estimated at \$41 million. The County recently received a federal appropriation for \$2 million and a commitment from MnDOT for \$500,000. Despite Highway 5 being a state roadway, the County continues to seek other grant funding and is committed to funding the remaining gap of \$18.5 million with local option sales tax revenue.

Thank you for your consideration of this important capital project for inclusion in this year's capital budget bill.

Sincerely,

Gayle Degler

Chair, Carver County Board of Commissioners



**Office of County Commissioners**  
Carver County Government Center  
Human Services Building  
602 East Fourth Street  
Chaska, MN 55318-1202  
Phone: 952 361-1510  
Fax: 952 361-1581

April 19, 2022

TO: Members of the Capital Investment Committee

RE: SF1359/HF1544

Dear Legislator:

Please support SF1359/HF1544 that provides a \$10 million grant to Carver County for the Highway 18 Community Connection Project, a critical roadway connection on County State Aid Highway 18, locally known as 82<sup>nd</sup> Street.

Carver County State-Aid Highway 18 (CSAH 18) is a key transportation corridor and plays an important role in the economic health and resilience of Victoria, Chanhassen, Chaska, and greater Carver County. Significant freight and daily use traffic on State Trunk Highway 5 makes investment in CSAH 18 critical for safety and providing congestion relief on Highway 5.

Running parallel to State Trunk Highway 5, an improved CSAH 18 will provide a bypass to a congested state highway. Today approximately 5,000 cars per day are forced to take Highway 5, which is dangerous and congested, or use 82<sup>nd</sup> Street which is a 2-lane gravel road, to make simple community connections. The improved roadway will serve as a critical last-mile connector and vital route for school buses and adolescent drivers. The roadway connects thousands of the region's residents to two school districts and current and future businesses throughout the County and region. In addition, CSAH 18 will provide secondary access to the Minnesota Landscape Arboretum - a nationwide destination for 500,000 annual visitors with growth plans expected to attract an additional 100,000 visitors per year.

The \$10 million grant will fully fund the Highway 18 Community Connection project which has a total project cost of \$23 million. The project will upgrade 2 miles of roadway from gravel to pavement between Bavaria Road and State Highway 41 in the cities of Victoria, Chanhassen, and Chaska. A trail will be constructed on the north side of the road. A bridge will be constructed to traverse the ravine near Highway 41 which allows for a grade separated pedestrian crossing and ravine restoration. A roundabout will be constructed at the west end of the project at Bavaria Road.

Carver County has committed \$13 million in local option sales tax and county state aid funding towards this project. An allocation of \$10 million of state bonding funds will cover the Cities of Victoria, Chanhassen, and Chaska's share in advancing this project. The Cities has no capacity to fund the project without state bonding given its location in the community.

Thank you for your consideration of SF1359/HF1544 in this year's capital budget bill.

Sincerely,

Gayle Degler  
Chair, Carver County Board of Commissioners

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Public Hearing for the 2022 Redistricting of Carver County Commissioner Districts**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

A public hearing for the 2022 Redistricting of Carver County Commissioner Districts is a statutory requirement.

On February 15, 2022, the Minnesota Supreme Court issued its order establishing new congressional and legislative boundaries for the State. Cities and Townships used these new boundaries and their updated populations to Redistrict their precinct boundaries which were sent to the County by their March 29, 2022 deadline. County staff used these new boundaries and our updated populations to develop three redistricting options that were presented to the County Board at the April 12, 2022 County Board workshop. A 4th option has been submitted by Common Cause which has been added to the presentation for the April 19th, 2022 Public Hearing. A letter from Common Cause is attached and the Public Hearing presentation is posted on the [County's Redistricting page](#).

The public hearing creates the opportunity for the public to comment on the redistricting options that are being considered by the County Board. The Public Hearing will be continued to the April 26, 2022 Board meeting where the County Board will need to adopt a 2022 Redistricting Plan to meet the April 26, 2022 statutory deadline.

**ACTION REQUESTED:**

1. Motion to open Public Hearing.
2. Motion to continue Public Hearing to a date certain, April 26, 2022 at 9:00 a.m. in the Carver County Board Room
3. Motion(s) to consider plan(s) for further review during the April 26, 2022 continued Public Hearing.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8327

April 12, 2022

To: Carver County Commissioners

As Elected Officials, you are tasked with the exciting opportunity to make sure each person's voice can be fairly represented! Redistricting is based on the idea of "one person, one vote," and creating districts that have the same number of people. We hope you are up for the challenge! The process of how district lines are drawn influences who runs for office, who is elected, and the quality of the representation each constituent in Carver County receives. Elected officials are the people's lobbyists and advocates and are supposed to be our voice in spaces of power we can't access.

We seek a transparent redistricting process where information is readily available online and updated consistently and timely. Where constituents share feedback, propose plans, and offer commentary as they relate to preliminary documents and submissions, and have multiple opportunities to engage in the process. Ultimately, a transparent process where those ultimately tasked with creating district lines take that input directly into account, seek to reflect community voices and requests into the drawing of the final map.

We hope the County is deliberate in reviewing public comments and proposals while adjusting proposed maps to include community voices. On behalf of our Carver County members, community partners, and leaders, enclosed is a community-drawn map created by Common Cause MN in partnership with community leaders and organizations. As you will see, the enclosed proposed Carver County map demonstrates the opportunities the redistricting process could create when communities are centered in the process of informing their district maps.

This is a once-in-a-decade opportunity to fairly reimagine the distribution of power in a manner that reflects current and future prosperity. More importantly, the enclosed map does not violate any local, state, or federal laws and honor local redistricting principles; at least those publicly communicated. It further demonstrates that all Carver County constituents can be fairly captured without cracking or packing specific groups.

The proposed Carver County map was drawn with goal of looking to the future growth as much as the present, by maintaining the diversity of D1, keeping the two mobile home parks in D1 united, uniting the smaller towns of Watertown, Norwood YA1, Mayer and Cologne into a community of interest district, and unite the urban communities of Waconia and Carver City with the exurban growth around Chaska.

The current map does a great job uniting BIPOC communities in D1 and creates a corridor for future BIPOC growth in D2 & D3. Due to population growth in D1, the district needs to cede some of its territory. By moving a portion of Chanhassen with lower diversity, it allowed D1 to become more diverse by 0.3%. Besides the previously mentioned addition to D2, our map does not alter the district lines of D2 or D3. We appreciate the previous map's willingness to cross city boundaries to connect communities in these two districts! In D4, we united the growing urban community of Waconia with similar communities near Chaska and Chanhassen, which allows D5 to serve as a small-town and rural district.

The challenge for us and the

We ask that you consider Communities of Interest as you draw county districts. Communities of Interest are defined as a neighborhood or group of people who have common policy concerns and would benefit from being maintained in a single district, for example, residents of mobile home parks or economic corridors of a given group of constituents. Redistricting is not a function of addressing local budget needs, but rather protection of the 1-person-1-vote legal standard.

We ask that you protect the collective voices of constituents in Carver County and communities of interest while resisting the urge to pack or crack constituents into districts to benefit special interests like political parties or keep safe seats for incumbents. A least change method to drawing county district maps allows for baseline maps from 60years ago to determine the future of Carver County. Carver County constituents or businesses from 60yrs ago are not the same, they don't have same needs or aspirations as today's constituents or those who will call Carver County home in the next 10yrs. A least change approach is not legally applicable to local governments drawing maps; it only applies to courts.

Thank you for your attention to our request and your dedication to putting Carver constituents first, ahead of self and special interests. We are available to answer any questions you may have about this position statement or attached proposed Carver County map.

Respectfully submitted,

*Annastacia Belladonna-Carrera*

Annastacia Belladonna-Carrera,  
Executive Director  
50 yrs of Holding Power Accountable

Enclosed: Proposed Carver County Map



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**2022 Personnel Policy Manual and Health & Safety Policy Manual Updates**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

Employee Relations is recommending updates to certain County personnel policies and health and safety policies and programs to promote positive, productive, and effective workplace culture and practices; support attraction and retention of a well-qualified workforce; support compliance with law and regulations; prioritize health and safety; and improve clarity and ease of understanding County policies for readers. County policy areas have recently undergone development and updating by Employee Relations, with highlights and commentary regarding the recommended changes and additions attached. Employee Relations recommends the County Board adopt the updated policies and approve the removal of the Telework Policy from the Administrative Policy Manual and its relocation with revisions to the Personnel Policy Manual.

**ACTION REQUESTED:**

Motion to adopt Carver County Personnel Policy and Health & Safety Policy updates as recommended by the Employee Relations Division and remove the former Telework Policy from the Administrative Policy Manual.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2022 - 8326



## Personnel Policy Manual Updates Summary – April 2022

### **Proposed Addition of Telework Policy:**

Carver County recognizes the benefit of providing flexible remote work options while using technology to enhance customer service, increase employee productivity and morale, reduce the cost and environmental impact of commuting, and reduce the need to expand County office and parking space. The flexibility offered through telework arrangements supports the County's objectives to effectively deliver public services through a qualified and engaged workforce focused on service excellence. Telework arrangements have proven highly successful for a significant portion of the County's workforce as the organization adjusted service delivery approaches responsive to the pandemic. The County is positioned to capitalize on these gains, enhanced innovation and flexible service delivery approaches, and advantages of telework as a key business strategy into the future, and the updated Telework Policy supports these objectives.

### **Proposed Updates to Recruitment and Selection Policy:**

Proposed language updates provide greater flexibility in the staffing and recruitment process, with the approval of the Employee Relations Director and the Division Director, to offer an adjusted paid time off (PTO) or vacation accrual rate based on prior work experience.

### **Proposed Updates to Leaves of Absence, Minnesota Pregnancy & Parental Leave, and Women's Economic Security Act (WESA) Rights Policy:**

Proposed language brings the Nursing/Lactation Support section of the policy into compliance with legislation that went into effect Jan. 1, 2022 that strengthened workplace protections and flexibility for nursing mothers. The legislation requires that nursing and lactating employees may receive additional paid break time to express milk at work, without a loss from existing accrued leave banks. Employees are to use existing break times for expressing milk when possible, so the new lactation paid time would apply for any additional time required for the purpose of expressing milk beyond existing break times.

## Health and Safety Policy Manual Updates Summary – April 2022

### **Section G: Job Specific Safety Programs**

#### **Proposed Policy Update of Motor Vehicle Policy:**

Key objectives of the County's Motor Vehicle Policy include reducing the frequency and severity of vehicle-related accidents involving County employees and volunteers, reducing the risk of injuries resulting from motor vehicle accidents, and reducing the County's costs of insurance and other expenses. The policy also sets forth expectations for safe and prudent use of motor vehicles by County employees and volunteers. This 2022 update more clearly defines personal vehicle use, which is in accordance with Minnesota Statutes § 471.666.

#### **Proposed Policy Update of Respiratory Protection Program:**

This policy serves to minimize occupational exposure to respiratory hazards in accordance with OSHA Standard 1910.134. The Respiratory Protection Program outlines activities and requirements for employees who are required to wear a respirator in the course and scope of their job for protection from respiratory hazards. When there is not an airborne hazard that *requires* the use of a respirator, employees may be permitted to voluntarily use a respirator for increased comfort, or to avoid exposure to airborne hazards which do not exceed limits set by OSHA's standards. In 2021, voluntary provisions were added to this Policy to support the County in providing voluntary respiratory protection in certain situations. Proposed 2022 updates provide clarity surrounding the guidance for respirator users who only wear filtering facemask respirators voluntarily.

### **Section I: Health & Wellness**

#### **Proposed Policy Update of Lactation Support Policy:**

This policy outlines the supports that the County has in place for lactating and breastfeeding employees. An amendment to the Minnesota Women's Economic Security Act (WESA), now requires time spent expressing breastmilk during the workday which occurs beyond regular paid or unpaid break times to be paid time, effective January 1, 2022. Before January 1, 2022, the County provided reasonable unpaid break time for the expression of breast milk pursuant to Minnesota Statutes § 181.939. Responsive to the WESA amendment, the policy updates provide for paid time for expressing milk where additional time is required for this purpose. Additional general language updates are incorporated, including directing employees to Employee Relations for additional information regarding lactation locations and options.

Carver County was designated as a Breastfeeding Friendly Workplace by the Minnesota Department of Health (MDH) in 2018, which acknowledged the County's commitment to act as a model for the community by supporting healthy families. Updating this policy further strengthens the County's supportive efforts to create a family-friendly workplace and we are proud to continue in these efforts.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Settlement Agreements for Right of Way Acquisition for the Highway 24 Project**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="4/19/2022"/>
Contact: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Senior Right of Way Agent"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Senior Right of Way Agent"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

The 2022 construction season includes the Highway 24 Project, which includes pavement rehabilitation and shoulder widening of Highway 24 from Highway 10 in the City of Watertown east to the Hennepin County border. Additional right-of-way is needed to complete this project. Appraisals were completed by a certified appraiser or minimum damage assessments completed by county staff and the County Board approved the making of offers based on the appraised values at its July 13, 2021, regular session. The Public Works Director, or agents under his supervision, made offers to the affected property owners based on the appraisals and negotiations then commenced. Settlements with the property owners listed on the exhibit attached to the resolution have been reached and staff is recommending approval.

**ACTION REQUESTED:**

Motion to adopt a resolution authorizing settlement of compensation for acquisition of real property interests needed for the Highway 24 Project.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>				
<i>If "Other", specify:</i> <input type="text"/>	<b>County Dollars =</b> <input type="text"/>				
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Wheelage Tax</td> <td style="width: 30%; text-align: right;">\$107,300.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$107,300.00</b></td> </tr> </table>	Wheelage Tax	\$107,300.00	<b>Total</b>	<b>\$107,300.00</b>
Wheelage Tax	\$107,300.00				
<b>Total</b>	<b>\$107,300.00</b>				
<input checked="" type="checkbox"/> Insert additional funding source					
Related Financial/FTE Comments:					

*Office use only:*

RBA 2022 - 8322

**BOARD OF COUNTY COMMISSIONERS  
CARVER COUNTY, MINNESOTA**

Date: April 19, 2022

Resolution No: \_\_\_\_\_

Motion by Commissioner: \_\_\_\_\_

Seconded by Commissioner: \_\_\_\_\_

---

**Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Highway 24 Project**

WHEREAS, the Board of Commissioners of Carver County is the official governing body of Carver County (“County”); and

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to construct highway and related improvements in Carver County for shoulder widening as part of the Highway 24 Project (“Project”); and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners of the real property interests identified in said Exhibit A; and

WHEREAS, the County obtained either an appraisal(s) from a licensed real estate appraiser when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A exceeds \$25,000, or the County obtained a minimum damage acquisition report from a qualified person with appraisal knowledge, in lieu of an appraisal, when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A is under \$25,000; and

WHEREAS, County must determine and submit an initial written offer of just compensation to the Owners of said needed real property interests covering the full amount of damages caused by the County’s proposed acquisitions; and

WHEREAS, the Owners of said real property interests may obtain an independent appraisal by a qualified appraiser of the real property interests which the County proposes to acquire for the Project; and

WHEREAS, the Owners of said real property interests are entitled to reimbursement for the reasonable costs of the appraisal from the County up to a maximum of the limits stated in Minn. Stat. §117.036, provided the Owner submits to County the information necessary for reimbursement; and

WHEREAS, the Carver County Board of Commissioners authorized the Public Works Division Director or agents under his supervision, to make initial written offers of just compensation to the Owners within the Project from whom property interests are required; and

WHEREAS, the Public Works Division Director or agents under his supervision, have negotiated settlement(s) with the Owners impacted by the Project as described in said Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements of shoulder widening as part of the Highway 24 Project constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the estimate of damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A which the County obtained either from an appraisal(s) or a minimum damage acquisition report(s) and the negotiations between said Owner(s) and the Public Works Division Director or agents under his supervision, County shall make a payment of compensation to the Owners within the Project from whom the County must acquire needed real property interests, in the amounts as described in said Exhibit A; and

BE IT FURTHER RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Stipulation of Settlement Agreement with said property owner(s), in the name of the County of Carver for the Project.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on April 19, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 19th day of April 2022

\_\_\_\_\_  
Dave Hemze County Administrator

**Exhibit A**  
**to**  
**Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property**  
**Interests**

**Highway 24 Project**

Carver County Public Works No. 158794

**Property Tax Identification No. 10.0121230 & 10.0121240**

Fee Owners: Jacob Schmotter and Katherine Schmotter, Married

Property Address: 9880 County Road 24, Watertown, MN

Settlement Amount: **\$18,000.00**

Permanent roadway easement for highway, utility and drainage purposes contains 13,393 sq. ft., more or less.

**\$9,500.00**

Temporary easement for public right-of-way purposes contains 7,487 sq. ft. (including existing easements), more or less.

**\$900.00**

Negotiated premium in lieu of eminent domain

**\$1,500.00**

Damages to Trees & Entrance Posts

**\$6,100.00**

**Property Tax Identification No. 10.0130600**

Fee Owner: the Reginald D Vinkemeier Jr Trust and the Elizabeth L Vinkdmeier Trust

Property Address: XXX County Road 24, Watertown, MN

Settlement Amount: **\$18,800.00**

Permanent roadway easement for highway, utility and drainage purposes contains 32,757 sq. ft., more or less.

**\$9,100.00**

Temporary easement for construction purposes contains 49,425 sq. ft., more or less.

**\$1,900.00**

Negotiated premium I lieu of eminent domain

\$5,000.00

Damages to Crops

**\$2,800.00**

**Property Tax Identification No. 10.0101200**

Fee Owners: Laurie J Janning and Mark W Eickhoff, husband and wife

Property 10520 County Road 24, Watertown, MN

Settlement Amount: **\$14,500.00**

Temporary easement for construction purposes contains 22,336 sq. ft. (including existing easements), more or less.

**\$2,700.00**

Damage to Trees and landscaping

**\$10,300.00**

Negotiated premium in lieu of eminent domain

**\$1,500.00**

**Property Tax Identification No. 10.0131010**

Fee Owners: KM Land Holdings, LLC, f.k.a KM Holdings, LLC

Property Address: XXX Co. Rd. 24 Watertown MN

Settlement Amount: **\$5,000.00**

Temporary easement for construction purposes contains 15,078 sq. ft. more or less.

**\$800.00**

Negotiated premium in lieu of eminent domain

**\$4,200.00**

**Property Tax Identification No. 10.0100400**

Fee Owner: Trust Agreement of Michael & Glorianne Sexton

Property Address: 11725 County Road 24, Watertown, MN

Settlement Amount: **\$51,000.00**

Permanent roadway easement for highway, utility and drainage purposes contains 10,004 sq. ft., more or less including 6,764 sq. ft. of existing easements

**\$4,000.00**

Negotiated premium In lieu of eminent domain

\$1,500.00

Damages to trees and shrubs

**\$45,500.00**



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Reorganization in Public Works**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

There are several organizational changes that are recommended in the Public Works Division. The Division Director with assistance from Employee Relations has drafted a proposal for County Board consideration. Existing and proposed organization charts, approximate budget impacts, and implementation steps will be presented at the meeting. The proposed reorganization is not expected to require additional county levy funding.

**ACTION REQUESTED:**

N/A

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2022 - 8323

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**County Fleet and Mileage**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:  
 ▼

**BACKGROUND/JUSTIFICATION:**

During the work session, County staff will provide a high level overview of our fleet utilization and mileage reimbursement. The discussion will focus on vehicles used for transport (cars, SUVs and mini-vans) and exclude trucks, law enforcement vehicles and equipment. As part of the discussion, staff will provide recommendations on next steps.

**ACTION REQUESTED:**

Board input and guidance on recommendations.

**FISCAL IMPACT:**  ▼  
*If "Other", specify:*

**FUNDING**

County Dollars =   
  
**Total**

**FTE IMPACT:**  ▼

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2022 - 8273